

St. Joseph Parish Policies for CCD and Confirmation Programs

MEMBERSHIP

Before a student can be enrolled in the CCD or Confirmation Program, the family must be registered and active members of St. Joseph's Parish. If not a member of St. Joseph's Parish, the family must have written permission from their Parish Priest before enrolling in our religious education programs.

ATTENDANCE

Each student is expected to attend every class. An exception will be made in case of illness or unforeseen situations if the parent provides the teacher or Director with a valid excuse.

TUITION AND FEES

We are trying very hard to hold down the cost of the religious education programs. In order for this to happen, all families must accept their obligation to pay the tuition and fees in full. **If a family cannot make the full payment at registration, special arrangements can be made by contacting the Director of Religious Education and a schedule of payments can be worked out.** The fee for CCD is \$100.00 for the first child and \$85.00 for each additional child.

ARRIVAL AND DISMISSAL PROCEDURES

Students should arrive no earlier than 10 minutes before class time. Be sure to be prompt in picking up the children. Classes for CCD, grades 1-8 run from 5:30-6:30 P.M. in the St Joseph's Church Pine Room .

SNOW or other EMERGENCIES

In case of inclement weather, classes are automatically cancelled when day school classes are cancelled. If weather during the day forces schools to close early, CCD and Confirmation are also automatically cancelled for that evening. Listen to local radio stations for any information regarding the cancellation of classes. Check your emails for notifications.

DISCIPLINE POLICY

We hope to never have to suspend a child from CCD or Confirmation classes, but we will, if reasonable means of correction are not taken seriously and the condition does not improve. **No cell phones or electronic devices will be allowed during class time. Your child will be asked to either turn off or silence their cell phone while at CCD. If we have any problems with this we will ask the students to not bring them to class or we will hold them until the end of class.**

Student Behavior That Could Lead to Suspension

- Disobedience and/or disregard for school regulations whereby another person or persons could be subject to injury.
- Constant disruptive conduct in class as a result of which both catechist and classmates are deprived of an environment conducive to teaching and learning.
- Disrespectful attitude or behavior toward any staff member, and no effort to establish better relations.
- Frequent use of foul or unacceptable language.
- Disregard for honesty, stealing, and/or destroying property.
- Any repetitive and/or serious behavior that does not adhere to Catholic moral values.
- Frequent absenteeism especially in the classes which are preparing the students for the reception of a sacrament, namely, First Reconciliation, First Communion, and Confirmation.**

Steps Leading to Suspension

- Efforts made to resolve the problem by the catechist/staff person with the student are ignored.
- If a student is asked to leave the classroom, the student will call home under staff supervision. The parent will be requested to pick the child up immediately. If the parents cannot be reached, the Director will try to contact the parent as soon as possible. If a second occasion of dismissal from the classroom occurs, the parent will have to meet with the Director and attend classes with the student.
- If a student is asked to leave the classroom for a third time, the student will be suspended.